

CODIB-D-36/2
12 June 1961

UNITED STATES INTELLIGENCE BOARD
COMMITTEE ON DOCUMENTATION

Revision Procedure for the Intelligence Subject Code

1. Attached is a proposed procedural system for revising the ISC, submitted by the Chairman, Subcommittee on Classification (CODIB-SCC-D-3, 24 May 61) for consideration by CODIB.

25X1 2. In view of what appears to be increasing informal comment about the utility of the ISC, and the adoption of the [] system for the [] experiment, I would like a thorough airing of views and discussion of problems, if any, encountered with the revised ISC to date, or anticipated in systems being developed for the near future. As mentioned at the Special Meeting of 17 May (CODIB-M-31, 22 May 61, para. 4), I think, and those present agreed, that CODIB should comment on the [] report [] pgs. 27-31) which deals with the [] system. One ISC omission now said to be serious is the absence of latitude and longitude identification; other criticisms have concerned alleged lack of coding depth and internal inconsistencies.

25X1

3. Would you then discuss this subject thoroughly within your own agencies and be prepared to discuss it at the next meeting so we can come to some conclusion on what action to take.

25X1 []
Paul A. Borel
Chairman

Attachment

C-O-N-F-I-D-E-N-T-I-A-L

C-O-N-F-I-D-E-N-T-I-A-L

CODIB-SCC-D-3
24 May 1961

UNITED STATES INTELLIGENCE BOARD

COMMITTEE ON DOCUMENTATION

Subcommittee on Classification

MEMORANDUM FOR: Chairman, Committee on Documentation

SUBJECT : Revision Procedure for Intelligence Subject Code (ISC)

Your Subcommittee on Classification has agreed (CODIB-SCC-M-3, 24 May 1961) on the following procedure for revising the ISC and it is hereby submitted for CODIB approval:

- a. Each member reviews suggested changes proposed by his Agency to determine if needed and why.
- b. Forwards change to CIA, Chief, Document Division, OCR for preliminary coordination with the members mostly concerned.
- c. After informal coordination, passed to Chairman, Subcommittee of Classification, who forwards copies to all members.
- d. Members advise the Chairman within 30 days if they have any objections to proposed change and if so, why.
- e. If no objections by members, the change will be included in a quarterly amendment. If objected to, the change will be put in the agenda for a Subcommittee meeting so that differences may be resolved.
- f. Members will maintain control of revisions used prior to issuance of quarterly amendment so appropriate adjustments can be made if any proposed revisions are not approved.

Chairman

Subcommittee on Classification

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CODIB-D-36
28 May 1959

UNITED STATES INTELLIGENCE BOARD
COMMITTEE ON DOCUMENTATION

MEMORANDUM FOR: Committee on Documentation

SUBJECT : Revision of the Intelligence Subject Code

1. The Chairman of the CODIB Working Group for the revision of the Intelligence Subject Code submits herewith the Group's final draft for early CODIB consideration. At this stage, the revision consists of subject structure only. A notation system must next be devised following CODIB approval of the work to date.

2. In the interim since the establishment of this Working Group, various USIB projects have been announced which approach subject retrieval through other means than hierarchical classification, e.g. key word indexing. The current literature on documentation also contains a number of discussions of new systems. CODIB may, therefore, wish to consider provisional adoption of the revised ISC pending the outcome of these current studies and experiments. It is requested that the opinions of the member agencies on this matter be submitted to the Committee in writing and that they cover applications of the ISC now contemplated and reservations that may exist concerning the suitability of the ISC relative to other systems for the indexing programs of each member agency.

Secretary

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